## South Dakota Libraries' Guide to...



# **EscWorks**

# Sign up for a free account in EscWorks

#### If you are at a public library

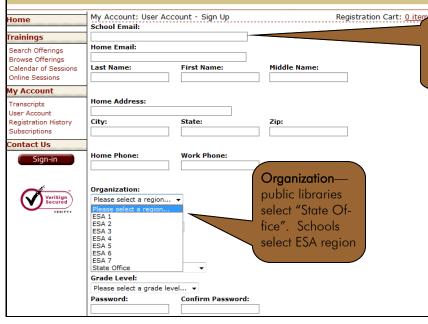
- Enter your work e-mail as the "School Email" (this will be what you use to login in the future)
- Pick the following options
  - Organization: State Office
  - Site: Public Libraries
  - Campus: Select YOUR library
  - Position: librariansGrade level: N/A

### If you are at a school library

- Pick the following options:
  - Organization: Select the ESA your school is part of (check http://sdesa.k12.sd.us/ if you don't know)
  - Site: Select your school district
  - Campus: Select your school
  - Position: Select your position
  - Grade Level: Select your grade level
- Note the e-mail address and password to login again.

**EscWorks** tracks registration and professional development for teachers and librarians in South Dakota. Each user needs to create an account. Users can also retrieve CE certificates.





School Email—this is the e-mail address communication about classes will be sent to; and how you will login to EscWorks to register for future classes.

#### To Access escWorks

- http://www.escweb.net/sd\_esa/
- Or from the State Library homepage, http://library.sd.gov, click on For Librarians >> calendar

